

From: "Lee Hood" <lee@wtdcpa.com>
To: "William Gibbons (wgibbons)" <wgibbons@memphis.edu>
Date: 10/17/2017 4:56:49 PM
Subject: RE: August financials

Bill,

I've reviewed with Amy and have the following questions for you:

1. On MPD Retain/Recruit Baker Donelson \$25,000 was scheduled to be received in FY 2017. Is this still a good receivable?
2. On general capital campaign the following were scheduled to be received in FY 2017. Are they still good receivables?
 - a. AutoZone \$100,000
 - b. Dave Carlson \$150
 - c. Dan Michael \$250
 - d. Raymond James \$3,500
3. Accounts receivable from MPD of \$396.42 from the OJJD grant. Is this collectible or should it be written off at year end?
4. Depreciation expense and the related accumulated depreciation is normally adjusted by the auditors. If you can get us the detail of fixed assets, we can update going forward.

To keep from having to reissue the financials, I will send you a draft in the morning for your use in budgeting.

Thanks.

Lee

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From: William Gibbons (wgibbons) [mailto:wgibbons@memphis.edu]
Sent: Tuesday, October 17, 2017 3:27 PM
To: Lee Hood <lee@wtdcpa.com>
Subject: Re: August financials

Thanks, Lee.

Bill Gibbons

Executive Director
Public Safety Institute



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From: Lee Hood <lee@wtdcpa.com>
Sent: Tuesday, October 17, 2017 10:03 AM
To: William Gibbons (wgibbons)
Subject: RE: August financials

Bill,

Amy and I are reviewing the financials closely since it is year end and should have them to you today or first thing in the morning.

Lee

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From: William Gibbons (wgibbons) [<mailto:wgibbons@memphis.edu>]
Sent: Wednesday, October 11, 2017 5:58 PM
To: Lee Hood <lee@wtdcpa.com>
Cc: Johnny Moore <johnny.moore@suntrust.com>; Ben Adams <badams@bakerdonelson.com>
Subject: August financials

Lee, Just two questions on the August financials:

- In July , Johnny had brought up the significant over budget amount in the Misc. category. We determined that almost all of this was the DA's Bikes for Perfect Attendance Program, with funds being earmarked for that. I believe we decided to move that to the category initially intended for that - Mentoring Program Expenses (which currently shows no expenditures). I notice in the August financials that this adjustment has not been made. Can we make it for September ?

- Can you explain the over budget amount in the Other Professional Services category ? (I believe it is payments we made for MATA advertising as part of a grant with the Family Safety Center.)

Can we have the September financials by early next week? I need that final month for this fiscal year to finalize the new fiscal year budget that to propose to the executive committee on October 20.

Bill Gibbons

Executive Director
Public Safety Institute



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